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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

DATE: 9 July 1956

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report #27

I. SIGNIFICANT ITEMS: None

II. OTHER ITEMS:

25X1

1. [ ] has completed a draft of an Agency Regulation (Proposed [ ] to replace the present Agency Notice [ ] defining the Agency 5% policy. The draft regulation incorporates a reporting procedure for use in compiling a quarterly report on Agency training to the DCI. The draft has received the concurrence of all appropriate components, except the DD/P who did not concur on two points. The draft of the regulation has been forwarded to the DD/S for representation to the DDCI of the non-concurrence problem.

2. All comments on proposed [ ] Entrance-on-Duty Training, have been received except those of the DD/P. Those components whose comments have been received concur generally in the regulation as drafted by OTR.

25X1

[ ]

25X1

4. The draft OTR participation in [ ] to be held 20 to 26 July by all government agencies has been submitted to the DTR for approval. Administrative arrangements for the exodus of those OTR persons concerned with the problem have been completed.

25X1

5. OTR Bulletin - The 1 July issue has been received from the printer. Material for the 1 August issue of the Bulletin should be submitted to the Editor [ ] not later than 16 July. A separate edition of the Bulletin for the DD/P area is planned for this issue.

25X1

6. The OTR Notice, a poster for Agency bulletin boards carrying information of non-classified OTR courses, has been approved

JOB NO. [ ] BOX NO. [ ] FLD NO. [ ] DOC. NO. 23 NO CHANGE  
IN CLASS/ DECLASS/ CLASS CHANGED TO: IS S O RET. JUST. 22  
NEXT REV DATE 09 REV DATE 11-11-57 REVIEWER [ ] TYPED DOC. 02  
NO. PCS 2 CREATION DATE [ ] ORG COMP 11 OPII ORG CLASS S  
REV CLASS C REV COORD. [ ] AUTH: HR 70-3

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by the Office of Security and Office of Personnel and the Management Staff. The first Notice will be placed on the bulletin boards this month.

7. DD/P Training Requirements - These requirements, originally due in OTR on 15 April, have been received only in "unofficial estimate" form. The DD/P Training Officer has promised "official" estimates this week.

8. [ ] attended a Support Planners Meeting on Tuesday, 3 July, in the office of SPA-DD/S, which was primarily devoted to [ ]

25X1

9.

[ ]

10. A staff study on the question of establishing a national psychological warfare academy prepared by the Operations Coordinating Board, has been received for staffing within CIA in preparation for a meeting scheduled for 10 July 1956. A copy of this document was submitted for comment to DTR, PP-DD/P, PPC-DD/P, and [ ] Agency representative to OCB.

III. PERSONNEL ITEMS: None

for [ ]

25X1

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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

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DATE: 28 June 1956

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report #26

I. SIGNIFICANT ITEMS: None

II. OTHER ITEMS:

25X1

1. Continuing a program of briefing division administrative officers on OTR planning factors, [redacted] [redacted] Chief of Administration, WH-DD/P, for this purpose. 25X1
2. [redacted] has completed a draft of an Agency Regulation (Proposed [redacted] to replace the present Agency Notice [redacted] [redacted] defining the Agency 5% policy. The draft regulation incorporates a reporting procedure for use in compiling a quarterly report on Agency training to the DCI. The draft has been coordinated formally with appropriate components except the DD/P, where it is now under review. 25X1
3. All comments on proposed [redacted] Entrance-on-Duty Training, have been received except those of the DD/P. Those components who comments have been received concur generally in the regulation as drafted by OTR. 25X1
4. [redacted] 25X1
5. The draft OTR participation in [redacted] to be held 20 to 26 July by all government agencies has been submitted to the DTR for approval. 25X1
6. A meeting was held on 26 June with the DDS/TLO's. [redacted] Chief of the new Intelligence School, discussed the recent merger of the Basic and Intelligence Schools in OTR. It was pointed out that although plans for the new school are still tentative, the merger of the two schools has resulted in a broader capability to offer more variety and also more specialized courses for the benefit of DD/S. [redacted] spoke briefly on 25X1

JOB NO.                      BOX NO.                      FLD NO.                      DOC. NO. 24 NO CHANGE  
IN CLASS/ DECLASS/ CLASS CHANGED TO: TS S C RET. JUST 22  
NEXT REV DATE 09 REV DATE 23/2/27 REVIEWER                      TYPE DOC. 02  
NO. PGS 3 CREATION DATE                      ORG COMP 11 OPU 11 ORG CLASS S  
REV CLASS C REV COORD.                      AUTH: HR 70-3

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the new School of International Communism and the USSR and the training programs planned for this School. [ ] also discussed the recommendations proposed in the recent staff study on the "5% training policy" with the DDS/TLO's, particularly the system of reporting the training programs conducted by components of the DD/S.

25X1

7. OTR Bulletin - 729 copies of the 1 July issue will be distributed to recipients selected by the Training Officers of the major components. Material for the 1 August issue of the Bulletin should be submitted to the Editor [ ] not later than 16 July. A separate edition of the Bulletin for the DD/P area is planned for this issue. 25X1
8. OTR Catalog - The spring revision of the OTR Catalog has been distributed. This is the first issue to contain a separate section for descriptions of training courses conducted by components other than OTR.
9. Studies in Intelligence - Distribution of approximately 1,000 copies has been completed of the issue entitled, "Articles of Economic Intelligence," with contributions by [ ] and Dr. Max Millikan. 25X1
10. Clandestine Services Training Committee - This meeting, held on 26 June, considered: 25X1
  - a. The further coordination in DD/P of the draft [ ] Manual;
  - b. The redrafting of Agency Regulation [ ] in which the committee emphasized the need for more clearly defined criteria and procedures for enrollment in external training courses and defense schools and internal process of screening candidates for these courses; 25X1
  - c. The coordination of draft Agency Regulation [ ] "Headquarters Training Policy," pertaining to the "5% policy;" 25X1
  - d. The status of the DD/P report on the projected training requirements survey for FY 1957 and FY 1958.
11. Mobilization Requirements for Professional Psychologists - This paper was revised in light of comments and suggestions made by representatives of the Office of General Counsel, Office

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of Personnel, and the Office of Security and resubmitted for signature by DTR and concurrence of the Director of Personnel and subsequent forwarding to the DD/S.

12. A meeting was held on the morning of 26 June, attended by representatives of the Office of General Counsel, Office of Personnel, TSS and OTR, to initiate the development of a program of instruction in connection with the Agency's policy regarding captured personnel. A detailed memorandum for the record has been prepared.
13. This Staff completed revised drafts of the blueprint for OTR-Office of Personnel relationships in the conduct of an expanded JOT Program and corresponding revisions to the Regulation [ ] Junior Officer Training Program. These drafts were fully coordinated with the Office of Personnel and carried to the DD/S for approval.

III. PERSONNEL ITEMS:

[ ] a temporary summer employee, joined this Staff on Wednesday, 27 June.



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